



TECHNICAL NOTE 2

DATE:	17 April 2026	CONFIDENTIALITY:	Confidential
SUBJECT:	Post Application Highways Response		
PROJECT:	Mill Lane, Hitchin	AUTHOR:	PG
CHECKED:	CW	APPROVED:	DDD

INTRODUCTION

WSP has been engaged by Martin Grant Land to provide transportation consultancy in support of an outline planning application for up to 41 residential units situated on land off London Road, Hitchin. The application was submitted to North Hertfordshire Council in November 2025 under reference 25/02885/OP.

Following submission, Hertfordshire County Council (HCC), acting as the Highway Authority, issued comments regarding the proposed access arrangements on 17 December 2025. Subsequently, a meeting between HCC and WSP was held on 30 January 2026 to review these comments and determine the necessary responses, which were documented in a response note dated 25 February 2026.

HCC has now provided further comments pertaining to the access arrangement, dated 31 March 2026. This Technical Note has been prepared to address those comments. The feedback from HCC is included in Appendix A, with each point addressed individually in the subsequent sections.

RESPONSE TO COMMENTS

HCC, in their role as Highway Authority, has provided nine main comments relating to the additional information submitted in support of the outline planning application. Whilst the HCC response is limited in detail, the detail and clarity provided within this note and accompanying plans sufficiently address the nine comments raised. If, however, HCC consider this to not be the case we request to hold a meeting at the earliest opportunity to explain how issues have been addressed.

At the outset it is also important to clearly note that the planning application is in outline only with all matters reserved except access. Importantly, at this stage of a planning application it is important to define the principle of access, with many of the detailed matters to be addressed at S278 / S38 stages. Each of these comments is addressed individually below.

Comment 1: Geometric Parameters

HCC has requested that the geometric parameters for the proposed roundabout are provided in accordance with the requirements of DMRB CD 116.

The geometric parameters for the proposed roundabout are presented on Highway Drawing 70056409-SK-008 P01. This drawing sets out the key geometric elements of the roundabout and demonstrates that the design has been developed in accordance with the relevant requirements of DMRB CD 116 for roundabout layouts.

The drawing includes the principal geometric parameters necessary to allow the Highway Authority to undertake a technical assessment of the proposed arrangement and confirms that the roundabout geometry has been designed to meet the applicable design standards.

TECHNICAL NOTE 2

DATE:	17 April 2026	CONFIDENTIALITY:	Confidential
SUBJECT:	Post Application Highways Response		
PROJECT:	Mill Lane, Hitchin	AUTHOR:	PG
CHECKED:	CW	APPROVED:	DDD

Comment 2: Clarity of Submitted Designs

HCC has advised that the revised access arrangement is difficult to interpret due to its presentation and has requested clearer drawings, including identification of the works associated with each development.

Drawing 70056409-SK-006 P06 has been prepared to clearly illustrate the proposed access arrangement and to provide a direct comparison with the adjacent scheme at Pound Farm, shown on Drawing E22-032-152 Rev P3 dated 22.04.2025. The drawing has been structured to clearly differentiate between the respective proposals.

A clear key has been included on the drawing to identify which elements of the access arrangement are associated with the application site and which elements relate to the adjoining development. This approach improves legibility and provides clarity on the extent of works and responsibilities for delivery, allowing the proposed access arrangement to be readily understood by the Highway Authority.

Importantly, this shows how the eastern side of the roundabout will be retained as delivered by the Pound Farm application. The Proposed Development will see an extension of the south western side of the roundabout extended into the site with the introduction of a fourth arm, alongside additional walk and cycle provision connecting into the existing provision being delivered by the Pound Farm site.

Comment 3: Active Travel Connection

HCC has advised that the proposed active travel connections were unclear and appeared to be missing in several locations. The comment lacks clarity on the areas HCC are concerned about and have not identified which areas are missing. At the meeting with HCC, it was understood the council were content with the active travel provision such that the link onto Mill Lane would be retained for pedestrians and cyclists which was agreed and set out within the drawings. If there are additional concerns, we would expect HCC to set these out clearly for any further consideration.

Notwithstanding this, the proposed active travel arrangements are set out on Drawing 70056409-SK-009 P01, which has been prepared as an active travel schematic to clearly illustrate pedestrian and cycle provision associated with the access arrangement. The drawing identifies the location of crossings, as well as the type of footway / cycleway proposed throughout the scheme. Final detail of the provision can be agreed through the S278 process.

The schematic differentiates between pedestrian-only footways and shared pedestrian and cycle routes, ensuring that the intended form of provision is clearly defined. This drawing provides clarity on the continuity of active travel routes and how pedestrians and cyclists are intended to move through and around the access arrangement.

Importantly, the proposals show how the Proposed Development can link into the infrastructure that will be delivered as part of the Pound Farm development, including access to the shared footway / cycle provision located on the eastern side of London Road, and importantly connection to the new bus stops. Given this

TECHNICAL NOTE 2

DATE:	17 April 2026	CONFIDENTIALITY:	Confidential
SUBJECT:	Post Application Highways Response		
PROJECT:	Mill Lane, Hitchin	AUTHOR:	PG
CHECKED:	CW	APPROVED:	DDD

level of infrastructure was sufficient for the Pound Farm site, it is suggested that the additional connections provided to these facilities are appropriate for a development of this size. It is clear therefore that this application, given the links to this new infrastructure and access to bus stops within close proximity to the site, is in line with Policy LPT4.

Comment 4: Vehicle Swept Path Analysis

HCC has requested that vehicle swept path analysis is provided for the largest expected design vehicle at the proposed roundabout.

Vehicle swept path analysis is provided on Drawing 70056409-SK-009 P01. The assessment includes tracking for the maximum legal vehicle undertaking the principal manoeuvres on the main access road and roundabout. In addition, swept path analysis has been undertaken for a refuse vehicle accessing the two development sites, as this represents the largest vehicle anticipated to enter the sites.

The vehicle tracking demonstrates that the proposed access arrangement and roundabout geometry are capable of accommodating the identified vehicles without conflict or encroachment beyond the intended carriageway extents. This confirms that the proposed layout has been designed to safely accommodate the largest vehicles expected to use the access arrangement.

Comment 5: Drainage Provision

HCC has advised that drainage details for the revised access layout have not been shown and are required to enable a full technical assessment. At the outset, this is considered a detailed matter, that would be developed as part of a S278 process and would consider the wider changes to the masterplan and access arrangement that would be designed under the Reserved Matters process. This would also be the point at which agreement would be had on adoption within the site. It is noted that this level of information was not a requirement for the Pound Farm planning application.

Notwithstanding this, an indicative drainage assessment has been undertaken for the revised access arrangement. A preliminary storage estimate has been completed, and the proposed area for drainage attenuation and treatment has been identified on the relevant drawings. The drainage provision is intended to serve the new access arrangement and the net increase in impermeable area arising from the revised roundabout layout.

Based on the preliminary assessment, the required attenuation volume is estimated to be between 47 m³ and 64 m³. The identified attenuation area has been configured to provide additional capacity, allowing flexibility to accommodate potential future development requirements, subject to confirmation at the detailed design stage. Clearly, the final layout of this pond would be subject to the future reserved matters application.

Further drainage design, including confirmation of attenuation volumes, treatment measures, and discharge arrangements, will be progressed and refined as part of the detailed design and technical approval stages.

TECHNICAL NOTE 2

DATE:	17 April 2026	CONFIDENTIALITY:	Confidential
SUBJECT:	Post Application Highways Response		
PROJECT:	Mill Lane, Hitchin	AUTHOR:	PG
CHECKED:	CW	APPROVED:	DDD

Given the increase in size of the centre island of the roundabout, there is also an opportunity to increase the size of the drainage crates being delivered with the new roundabout to serve the additional road space.

Comment 6: Roundabout Visibility Splays

HCC has requested that visibility splays at the proposed roundabout are demonstrated in accordance with the relevant highway design standards.

Visibility splays associated with the proposed roundabout are shown on Drawing 70056409-SK-010 P01. The drawing demonstrates the required visibility envelopes for the roundabout layout, allowing the Highway Authority to review the proposed arrangement in accordance with the applicable design standards.

The inclusion of the visibility splays confirms that visibility has been considered as an integral part of the roundabout design and that appropriate sightlines are provided to support the safe operation of the access arrangement.

Comment 7: Footway and Carriageway Dimensions

HCC has requested that all footway and carriageway widths are clearly and consistently annotated.

The geometric dimensions of the proposed roundabout, including the carriageway widths, are shown on Drawing 70056409-SK-008 P01. The drawing clearly sets out the relevant dimensional parameters of the roundabout, allowing the Highway Authority to review the proposed layout with clarity.

The inclusion of these annotations ensures that the proposed highway dimensions are clearly defined and that the roundabout geometry can be readily assessed.

Comment 8: Shared vs Segregated Footways

HCC has advised that the submitted drawings did not clearly identify where footways are intended to be shared use or pedestrian-only and requested clarification of the proposed arrangements.

The proposed footway arrangements are clearly identified on Drawing 70056409-SK-009 P01, which distinguishes between pedestrian-only footways and shared pedestrian and cycle routes throughout the access arrangement.

Whilst this is considered a detailed point and would generally be addressed through the S278 process, WSP have also prepared Drawing 70056409-SK-011 P01 which illustrates the proposed signage strategy, including signage denoting the commencement and termination of specific footway types. This ensures that transitions between shared and pedestrian-only areas are clearly defined and appropriately signed. Again, it should be noted that the Pound Farm planning drawings were not required to provide this level of detail to support their access arrangement.

Together, these drawings provide clarity on the intended form of footway provision and confirm how pedestrians and cyclists are to be accommodated within the access arrangement.

TECHNICAL NOTE 2

DATE:	17 April 2026	CONFIDENTIALITY:	Confidential
SUBJECT:	Post Application Highways Response		
PROJECT:	Mill Lane, Hitchin	AUTHOR:	PG
CHECKED:	CW	APPROVED:	DDD

Comment 9: Consistency with RSA Stage 1 Layout:

HCC noted that the Stage 1 Road Safety Audit layout does not match the revised drawing (Ref: 70056409 SK 006, Rev P05), specifically regarding missing bus stop improvements and adjacent travel links.

However, these changes are minor and WSP do not consider that this would affect the auditor's conclusions, as they relate to a small section separate from the proposed junction. The bus stop location near the roundabout would have been reviewed in the RSA for the Pound Farm site, and the fourth arm addition would not pose additional safety issues to this. It is also understood that no RSA was required for the roundabout prior to approval with it being completed under the S278 process.

WSP recommends that this can be addressed through the next stage of design under the Stage 1/2 Road Safety Audit during the detailed design phase. This could therefore be secured via a condition.

SUMMARY

This Technical Note has been prepared to respond to the nine comments raised by Hertfordshire County Council in their role as Highway Authority following the review of additional information submitted in support of the outline planning application.

Each comment has been addressed individually, with clarification provided through updated drawings, supporting technical information, and confirmation of the design intent. The responses demonstrate that the proposed access arrangement has been developed with due regard to highway geometry, clarity of presentation, active travel provision, vehicle tracking, drainage considerations, visibility requirements, footway and carriageway dimensions and signage.

Where appropriate, matters requiring further refinement have been acknowledged as being progressed at the detailed design stage, which is consistent with the outline nature of the application. Overall, the information provided confirms that the access arrangement is capable of being delivered in a safe and coherent manner and that the matters raised by Hertfordshire County Council have been suitably addressed at this stage of the process.